



## TERMS OF REFERENCE

<b>A. Job title:</b>	National Consultant on disability data
<b>B. Reference to the project:</b>	“Paradigm Shift to Disability Inclusive Services, Accountability and Governance in Moldova” (UNPRPD)
<b>C. Contract type:</b>	Individual Contract (IC)
<b>D. Expected duration of the assignment:</b>	December 2022 – March 2023 (up to 50 working days)
<b>E. Starting date:</b>	December 2022

### I. Background

The ratification of the UN Convention on the Rights of Persons with Disabilities (CRPD) (2010) by the Republic of Moldova brought important changes in the disability area and social inclusion. The country approved in 2012 the Law on Social Inclusion of Persons with Disabilities, that provides the policy framework. Subsequently, this led to the development of the National Programme on Social Inclusion of Persons with Disabilities (for 2017 - 2022); the National Deinstitutionalization Programme and of the Residential Institutions Transformation Plans for 2018 – 2026.

In relation to the services for persons with disabilities, the ratification of the Convention has stimulated the reform in disability determination and the development of various types of social services for persons with disabilities. To this end, and in particular to guarantee equal opportunities for persons with disabilities to access services and support measures in the community, with a view to full participation, the Government of the Republic of Moldova initiated in 2013 a reform of the system for determining the disability. One of the objectives of this strategy was to “Develop and approve a new methodology for determining disability in children and adults, in accordance with ICF provisions”.

The root causes of economic and social vulnerabilities are strongly linked to discrimination of persons with disabilities and disability blind policies. There is a high level of non-compliance and violation of rights, exposing children and adults with disabilities to direct and indirect discrimination in all spheres of life. Some groups are exposed to multiple and intersectional discrimination, particularly women with disabilities, children with disabilities, persons with disabilities living in rural areas, persons with psychosocial and intellectual disabilities, among them especially women residing in long-term residential institutions, and Roma persons with disabilities.

Disability determination is a crucial gateway for persons with disabilities to access assistive technologies and devices, individual support services and benefits and therefore have better opportunities to be included in the society. Although the Republic of Moldova undertook steps to reform the disability determination system over the last decade, its core approach is still medical.

Weak accountability and governance prevent meaningful implementation of CRPD and disability inclusive Sustainable Development Goals (SDGs). The Republic of Moldova lacks a

comprehensive, cross-sectoral data collection system on disability inclusion. The available statistics do not provide sufficient level of disability disaggregated data including by sex, age, ethnicity, type of impairment, socioeconomic status, employment, and place of residence, as well as data on the barriers that persons with disabilities face in society.

Insufficient data hinders the process of developing relevant policies and budgeting in order to meet the needs of children and adults with disabilities and contribute to the implementation of the CRPD.

UNDP, OHCHR and UNICEF have initiated the implementation of the Project “Paradigm Shift to Disability Inclusive Services, Accountability and Governance in Moldova”.

The project is addressing three major barriers to inclusion of persons with disabilities in Moldova: (i) predominant medical approach to disability assessment and determination and (ii) limited accountability and governance mechanisms for CRPD implementation and (iii) limited mainstreaming of rights of persons with disabilities in the national programmes, development programmes, budgets and monitoring processes. Related to these three outcomes, the program will achieve three inter-related outcomes.

Under the first outcome, the program will build capacities of duty bearers to address preconditions to disability inclusion. The action will strengthen the professional capacity of the National Council on Determination of Disability and Work Ability (NCDWAA) to ensure the full transition from the medical to the human rights-based approach to disability determination. A new model of disability determination will be piloted in three regions. Guidelines will be developed and piloted in three regions to facilitate models of good practice, learning and exchange mechanisms on disability determination from a human rights perspective. The program will enhance the constituency engagement and advocacy capacity of OPDs to support implementation of a human centered approach to disability determination.

Under the second outcome, the program will focus on addressing gaps in the domestic legislative framework, regulations and systems on disability determination, data collection and access to assistive technologies. This will be achieved by: (i) producing relevant scoping and feasibility studies in order to identify legislative and procedural gaps; (ii) developing policy options, legal amendments and underlying costing; (iii) creating opportunities for OPDs to participate and shape policy development processes; (iv) facilitating an inclusive policy dialogue with all relevant stakeholders.

Under the third outcome, the program will support the UNCT Moldova to mainstream disability mainstreaming into the UN Moldova Development Cooperation Framework. Efforts will be made to align the domestic framework of SDG indicators to CRPD standards.

## **II. Scope of the work and expected outputs**

The Consultant will provide support to the project consists in the support of National Bureau of Statistics, National Council for Determination of Disability and Work Capacity (NCDDWC) and other relevant actors<sup>1</sup> to analyse the data collection and disaggregation practice and regulations across relevant actors, identify the gaps in data on disability, identify solutions to tackle those gaps and develop draft regulations on data collection, collation and dissemination to ensure appropriate disability data disaggregation in line with the CRPD standards and International

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<sup>1</sup> National House of Social Insurance, Ministry of Labour and Social Protection, Ministry of Education and Research, the Ministry of Health, National Employment Agency, Republican Center for Psycho-pedagogical Assistance

Classification of Functioning, Disability and Health (ICF), including International Classification of Functioning for Youth and Children (ICF-CY), requirements.

Therefore, the Consultant will:

- Conduct a gap analysis on disability data collection and disaggregation, including analysis of the instructions, regulations, procedures used by National Bureau of Statistics, NCDDWA and other administrative data procedures and develop policy options to enhance the regulatory framework;
- Provide support to the National Bureau of Statistics, NCDDWA and other relevant administrative data procedures to develop a Road Map on operationalization of human rights based approach in disability data collection and disaggregation, in line with CRPD and SDGs indicators;
- Participate in regular meetings with the relevant actors (National Bureau of Statistics, NCDDWA, etc.); and provide inputs on specific problems/issues, particularly referring to data collection and analysis;
- Review the national legal framework and procedures on disability disaggregated data collection and disaggregation of the National Bureau of Statistics and the NCDDWA, Ministry of Health, National House of Social Insurance, Ministry of Labour and Social Protection, Ministry of Education and Research, National Employment Agency, namely 7 institutional<sup>2</sup> regulatory frameworks;
- Develop policy proposals for National Bureau of Statistics and the NCDDWA, Ministry of Health, National House of Social Insurance, Ministry of Labour and Social Protection, Ministry of Education and Research, National Employment Agency to strengthen disaggregated disability data collection, namely 7 institutional<sup>3</sup> policy proposals;
- Identify the relevant indicators for monitoring the CRPD compliance by the national relevant actors;
- Draft a Report on the gaps and deficiencies in the national system on data collection, collation and dissemination on disability based on the Human Rights Based Approach;
- Collaborate with D4Impact project expert 'team to draft the regulations instructions/procedures for NBS and other administrative data producers on data collection, collation and dissemination based on proposed policy options and ensure that all developed documents are in line with the CRPD, SDGs indicators and ICF, including ICF-CY requirements;
- Develop the concept of the Yearly Report on Disability Data in Moldova;
- Provide support to the Ministry of Social Protection and the NBS in developing the Yearly Report on Disability Data in Moldova for 2021.
- Produce and submit a final progress report that would provide details on the progress of the assignment, activities performed, any issues and problems identified, and solutions proposed;
- Perform other assignment related tasks.

### **III. Key deliverables and tentative timeframe**

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<sup>2</sup> Internal procedures on disaggregated data collection of the following institutions are targeted by the project: (i) National Bureau of Statistics; (ii) NCDDWA; (iii) National House of Social Insurance, (iv) Ministry of Labour and Social Protection, (v) Ministry of Education and Research, (vi) the Ministry of Health, (vii) National Employment Agency.

<sup>3</sup> Internal procedures on disaggregated data collection of the following institutions are targeted by the project: (i) National Bureau of Statistics; (ii) NCDDWA; (iii) National House of Social Insurance, (iv) Ministry of Labour and Social Protection, (v) Ministry of Education and Research, (vi) the Ministry of Health, (vii) National Employment Agency.

No.	Key Deliverables	Indicative timeline
1.	Inception Report containing a detailed Work Plan and Methodology developed (up to 3 w.d.)	December 28, 2022
2.	Report on gap analysis on disability data collection and disaggregation developed from the perspective of the Human Rights based Approach;  Policy options to enhance the regulatory framework. (up to 5 w.d.)	January 28, 2023
3.	The Road Map on mainstreaming human rights-based approach in disability data collection and disaggregation in line with CRPD and SDGs indicators developed; (up to 5 w.d.)	February 11, 2023
4.	Regulations on disability disaggregated data collection, collation and dissemination developed to ensure appropriate disability data disaggregation in line with the CRPD standards, SDGs indicators and ICF, including ICF-CY, requirements drafted. (up to 15 w.d.)	February 28, 2023
5.	Develop the concept for the Yearly Statistical Report on Disability in Moldova (up to 5 w.d.)	March 24, 2023
6.	Assist the Ministry of Labour and Social Protection and the National Bureau of Statistics in developing and publishing the Yearly Statistical Report on Disability in Moldova for 2021 (up to 15 w.d.)	
7.	Final report submitted (up to 2 w.d.)	March 31, 2023

Deliverables (and the respective timeframes) can be further amended or modified for the purpose of the assignment.

#### **IV. Institutional arrangements**

The timeframe of the assignment of the Consultant is planned for the period December 2022 – March 2023.

While the reviewing and drafting process will remain fully independent, the assignment shall be performed in close coordination with the UNDP Project Manager.

The consultant is expected to cooperate closely with the management and delegated staffers from the Ministry of Labour and Social Protection, the Ministry of Health, NCDDWA and other relevant institutions and stakeholders.

All the deliverables shall be submitted in Romanian language, in electronic format. The summary of the Assessment Report, described at task 2 in Section III of the TOR, shall be presented in English as well. Before submission of final deliverables, the consultant will discuss the draft documents with the parties involved, so that the final products reflect their comments.

#### **Performance evaluation**

Contractor's performance will be evaluated against such criteria as: timeliness, responsibility, initiative, communication, accuracy, and quality of the products delivered.

#### **v. Financial arrangements:**

The payment will be disbursed in instalments upon submission and approval of deliverables by the Project Manager, certifying that the services have been satisfactorily performed.

Specifically, the Assessment Report should<sup>4</sup>:

- have a concise executive summary (maximum 4 pages).
- be well structured and complete.
- describe what is being evaluated and why.
- identify the evaluation questions of concern of users.
- identify target groups covered by the evaluation and whether the needs of the target groups were addressed through the intervention, and if not, why.
- have the HRBA including gender aspects imbedded throughout the evaluation.
- explain the steps and the procedures used to answer those questions.
- present findings supported by credible evidence in response to the questions.
- acknowledge the limitations and constraints in undertaking the evaluation.
- draw conclusions about findings based on the evidence.
- propose concrete and usable recommendations derived from conclusions.

#### Presentation

Final Evaluation Report presented to key stakeholders, including UNDP/OHCHR/UNICEF staff, representatives of the beneficiary institutions, Project donors, and NGO/CSO implementing partners and other relevant stakeholders. The Consultant is particularly encouraged to use participatory methods to ensure that all partners and stakeholders are consulted as part of the evaluation process. The Consultant shall take measures to ensure data quality, reliability and validity of data collection tools and methods and their responsiveness to gender equality and human rights. In the process of data collection, the Consultant shall take measures to safeguard the rights and confidentiality of key information providers.

#### **VI. Qualifications and skills required:**

##### a) Academic Qualifications:

- University Degree in Law, Human Rights, Pedagogy, Social Sciences, Data Science, Statistics or other relevant field on disability data collection, with PhD degree being an asset.

##### b) Work experience:

- At least 5 years of proven professional experience in research in areas related to statistics, operational research, health, social protection, social sciences, human rights, insurance of application of equality, non-discrimination, accessibility and CRPD compliance;
- At least 5 years of experience in health care, social protection, human rights and other related area;
- Proven experience (at least 1 proven previous assignment) in drafting regulatory framework;
- Previous experience of working with public authorities on human rights issues, vulnerability, social protection, insurance of application of equality, non-discrimination, accessibility and CRPD compliance or other related areas;
- Proven experience in facilitating policy dialogues in areas related to law, human rights focused on disability, vulnerability, social protection, insurance of application of equality, non-discrimination, accessibility and CRPD compliance or other related areas, etc.;

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<sup>4</sup> Refer for the Annex 1 for the proposed Assessment Report format.

- Advanced research skills and capability of producing policy papers.
- c) Competencies:
- Proven knowledge of the UN human rights protection mechanisms and standards, especially focused on CRPD protection mechanism;
  - Knowledge of the human rights situation and human rights related problems in the Republic of Moldova and the region is an asset;
  - Consistently ensures timeliness and quality of work;
  - Innovative and creative thinking;
  - Consistently approaches work with energy and a positive, constructive attitude;
  - Excellent interpersonal and teamwork skills;
  - Ability to facilitate group processes, including when tensions arise.;
  - Knowledge of Romanian and English languages for the purposes of the assignment;
  - Knowledge of one or more additional languages relevant for Moldova, including Bulgarian, Gagauzian, Romani, Russian, Ukrainian or sign language is an asset.
- d) Personal qualities:
- Proven commitment to the core values of the United Nations, in particular, respecting differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status;
  - Responsibility, creativity, flexibility, and punctuality.

The UNDP Moldova is committed to workforce diversity. Women, persons with disabilities, Roma and other ethnic or religious minorities, persons living with HIV, as well as refugees and other noncitizens legally entitled to work in the Republic of Moldova, are particularly encouraged to apply. ***Please specify in CV, in case you belong to the group(s) under-represented in the UN Moldova and/or the area of assignment.***

## VII. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS:

Interested individual consultants must submit the following documents/ information to demonstrate their qualifications:

- Offeror's letter confirming interest and availability, including financial proposal (Annex 2, in USD, specifying a total requested amount per working day, including all related costs, e.g., fees, phone calls, etc.).
- Technical proposal (including brief description of experience, approach, and methodology for the completion of the assignment).
- Duly completed and signed personal CV and at least 3 references.

**Important notice:** The applicants who have the statute of Government Official / Public Servant prior to appointment will be asked to submit the following documentation:

- a no-objection letter in respect of the applicant received from the Government, and;
- the applicant is certified in writing by the Government to be on official leave without pay for the entire duration of the Individual Contract.